

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency Sacred Heart Community Service
Address 1381 South First Street
City San Jose, CA 95110

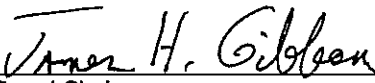
Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person Poncho Guevara
Title Executive Director
Phone 408-278-2175
Fax 408-885-9071
E-mail Address ponchog@sacredheartcommunityservice.org


Section II - Certification

- 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.


Board Chair

May 11, 2009
Date


Executive Director

5/11/09
Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number	55-625-3680
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Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number	5FDG5
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Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

We have posted our Local Plan on our website, and identified a contact person for comments.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

Please see attached, pages 1-5.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

Please see attached, pages 6-7 .

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

Please see attached, page 8.

D) Provide a description of how linkages will be developed to fill identified gaps in services. through the provision of information, referrals, case management and follow up consultations.

Please see attached, pages, 9-10.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

Please see attached, page 11 .

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

Please see attached , page 12 .

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

Please see attached, page 13 .

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

Please see attached, page 14.

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

Please see attached, page 15.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

Please see attached, page 16.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

Please see attached, pages 16-17.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Systems Navigation
Cost	\$125,000
Est. # of Jobs	<input type="checkbox"/> Created #: 2 FTE <input type="checkbox"/> Retained #
Description	This project increases coordination and collaboration among the county's Emergency Assistance Network, and builds its capacity to assist in public benefits enrollment. For a more detailed description, refer to Section VI-A.

A.2) Project/Activity #2

Title	Energy
Cost	\$295,000
Est. # of Jobs	<input type="checkbox"/> Created #: 3.75 FTE <input type="checkbox"/> Retained #
Description	This project will reduce the energy consumption of low income households and aid in their path to self-sufficiency; and help train individuals for jobs that will lead to a career path in sustainable construction trade jobs. For more detailed information, see Section VI-A.

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A.3) Project/Activity #3

Title	Individual and Family Support
Cost	\$550,000
Est. # of Jobs	<input type="checkbox"/> Created #: 4 FTE <input type="checkbox"/> Retained # 2 FTE
Description	This project increases the amount of financial resources for emergency rental and utility assistance, and fills gaps in other ARRA self-sufficiency programs by providing comprehensive services and “wraparound” support to help achieve and maintain self-sufficiency. For more details, refer to Section VI-A.

A.4) Project/Activity #4

Title	Asset Development
Cost	\$300,000
Est. # of Jobs	<input type="checkbox"/> Created #: 7 FTE <input type="checkbox"/> Retained #
Description	The purpose of this project is to increase the number of opportunities for very low-income families to build assets and attain economic self-sufficiency through a variety of employment and wealth-building tools. For more details, see Section VI-A.

A.5) Project/Activity #5 & #6

Title	Outreach and Leadership Development, and Communications
Cost	\$335,000
Est. # of Jobs	<input type="checkbox"/> Created #: 6.5 FTE <input type="checkbox"/> Retained #
Description	Outreach and Leadership Development will develop leadership among low-income residents to make systemic changes. Communications will promote the impact of ARRA in Silicon Valley to public and policy makers, highlighting innovations in the fight against poverty. For more details, see #5 and #6 in Section VI-A.

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	Individual and Family Support
Subcontractor	TBD
Cost	\$100,000
Est. # of Jobs	<input type="checkbox"/> Created #: 2 FTE <input type="checkbox"/> Retained #
Description	This project increases the amount of financial resources for emergency rental and utility assistance, and fills gaps in other ARRA self-sufficiency programs by providing comprehensive services and “wraparound” support to help achieve and maintain self-sufficiency. For more details, refer to Section VI-A. Subcontractor TBD following RFP process.

B.2) Subcontractor Project/Activity #2

Title	Asset Development
Subcontractor	TBD
Cost	\$100,000
Est. # of Jobs	<input type="checkbox"/> Created # 1 FTE <input type="checkbox"/> Retained #
Description	

B.3) Subcontractor Project/Activity #3

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #

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Description	
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B.4) Subcontractor Project/Activity #4

Title			
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.5) Subcontractor Project/Activity #5

Title			
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

SHCS will select subcontractors through a competitive request for proposals process, as described in agency policies and procedures on file with the Department of CSD. In accordance with federal regulations, all procurement transactions at SHCS, including the selection of subcontractors, are conducted in a manner to provide free and open competition to the maximum extent possible. Through the competitive RFP process SHCS will select qualified subcontractors with the ability to comply with all federal regulations and the capacity to implement ARRA projects immediately and complete the described scope of work within the contract term.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. ***In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
1.1	Individual and Family Support & Asset Development	Individuals will obtain employment through the development of microenterprise service cooperatives, or through other employment training and placement services, augmented by our case management.
1.2	Individual and Family Support	Individuals will receive employment support services, including wraparound services and financial assistance to maintain employment through this activity.
1.3	Asset Development	The project links families to asset development tools and microenterprise cooperative opportunities,
2.1	Outreach and Leadership Development	The project involves residents in leadership development and community action to improve the quality of life in their neighborhoods.
2.2	Outreach and Leadership Development	The project involves residents in leadership development and community action to improve the quality of life in their neighborhoods.
3.2	Outreach and Leadership Development	The project involves residents in leadership development and community action to improve the quality of life in their neighborhoods.
4.1	Systems Navigation	This project increases coordination and collaboration among the county's Emergency Assistance Network, and builds its capacity to assist in public benefits enrollment.
6.1	Individual and Family Support	The project provides emergency financial assistance.

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6.2 and 6.3	Individual and Family Support	The project provides emergency financial assistance and supports summer youth education and adult ESL. .
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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

As part of the Systems Navigation project described in Section VI-A, SHCS will invest in software development to enhance the shared HMIS database system and create an integrated public benefits enrollment system including a self-sufficiency calculator. This tool will facilitate a more efficient enrollment process into public benefits and support the long-term economic needs of individuals, families, and the community. Total cost: \$50,000.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

A limited amount of ARRA funds will be used for administrative costs that will support the implementation of ARRA projects and, through those projects, the achievement of specific National Performance Indicators, as described in Section VIII C. Administrative expenses, including administrative staff time and non-labor expenses, will be tracked by department and activity codes in SHCS' accounting system to the specific ARRA project activity (and therefore NPI outcomes) they support.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

None.

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

None.

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

None.

Section VI: General Plans

A. Description of ARRA projects for purposes of creating and sustaining economic growth and employment opportunities. Include description of targeted individuals and families; services and activities and how the services and activities are tailored to the specific needs of the community.

Sacred Heart Community Service (SHCS) has devised six ARRA projects designed to create and/or sustain economic growth and employment opportunities in Santa Clara County. All six projects are targeted to low-income individuals and families, many of whom have experienced a sudden significant decrease in or loss of income, and are at-risk for homelessness (or already homeless), and have other barriers to accessing services through the typical channels devised by the County's mainstream services (e.g., lack of transportation, limited English language skills, immigration status, limited physical mobility in the case of the disabled and the elderly).

1. Systems Navigation.

The purpose of this project is to develop and promote a regional infrastructure for:

- client intake,
- deeper assessment than current practices for emergency assistance,
- public benefits enrollment,
- appropriate referrals, and
- an improved and efficient case coordination system.

ARRA funds will also be invested in the development of an automated benefits enrollment tool and staff for SHCS. The two Intake Coordinator/Benefits Advocate positions will work in SHCS' Welcome Center to enroll and support individuals in need of assistance and provide benefits advocacy for individuals whose applications for mainstream services have stalled.

SHCS will develop and coordinate the efforts of Santa Clara County's Emergency Assistance Network (EAN), a regional collaboration of agencies providing emergency rental and utility assistance resources. The activities of this project will be:

- SHCS will work with EAN agencies to adopt expanded use of Santa Clara County's HMIS (Homeless Management Information System) for their utility and other emergency support;
- SHCS will develop and incorporate a unified benefits enrollment protocol and tool that will facilitate the efficient enrollment of customers into public benefits, emergency resources, and tax credits (e.g. Food Stamps, Medi-Cal, SSI/SSDI, LIHEAP, EITC, etc.) for which they are eligible, at the time of assessment;
- SHCS will work with the County of Santa Clara's mainstream services to allow EAN staff to facilitate enrollments;
- SHCS will work with the creator of an on-line Self-Sufficiency Calculator in order to integrate it into an automated benefits process (see answer H for more details).
- SHCS will work with Community Technology Alliance (CTA), our county's HMIS administrative agency, to integrate the "self-sufficiency matrix" piloted in Arizona and expected to be required by HUD for outcomes measurements and reporting purposes and creating standardization/coordination across the county.

The project will have impact far beyond the ARRA funding period, as it will permanently broaden the capacity of emergency assistance agencies across Santa Clara County to assist the target population to access any and all public benefits for which they are eligible. The increased

capacities and efficiencies meet the needs of those impacted by the recent downturn and other structural inequalities in our economy in the following ways:

- It adds relocation and stabilization services, such as case management, outreach, housing search and placement.
- It provides multiple entry points into public benefits.
- It provides the convenience of completing required benefits forms at the time they are deemed eligible at agencies in their community without having to make another trip to another office.
- It provides the ability to keep copies of applications in HMIS, which will prevent delays caused by “lost” applications once they are in the system.
- It creates effective standardization and efficient coordination across county EAN agencies for tracking and reporting on services.

The project will create and sustain economic growth and employment opportunities by hiring 2 FTE Intake Coordinator/Benefits Advocates. In addition, the project helps prevent economic decline by helping needy families access the public benefits they need to pay bills and sustain their families.

2. Individual & Family Support

This project has three purposes:

- to increase the amount and coordination of financial resources available to meet the increased need for emergency rental and utility assistance,
- to fill gaps in other ARRA self-sufficiency programs by providing to participants in employment programs (such as subsidized employment or job training and placement programs) comprehensive “wraparound” services and support to help achieve and maintain self-sufficiency, and
- to enhance educational opportunities for low-income adults and children.

SHCS will invest ARRA CSBG funds in financial assistance resources in a variety of ways to complement and leverage HUD homelessness prevention resources and WIA employment development resources. In addition to helping to pay for rent or utilities for those at risk of homelessness or who need rapid rehousing, the funds may also be used to pay for critical needs of eligible participants such as car repairs, health/dental/vision care or co-pays, or child care subsidies. SHCS will hire 3 FTE Case Managers and subcontract with qualified local providers to hire an additional 2 FTE Case Managers to assist low-income families and job seekers to develop customized plans to achieve self-sufficiency and to participate in support groups. SHCS will also hire one position to facilitate the processing, reporting and oversight of requests for emergency financial support.

The case managers will augment existing community based self-sufficiency programs by providing:

- family stabilization services, such as case management, outreach, housing search and placement;
 - For example, the NOVA Workforce Board’s ARRA program for youth employment cannot provide rental or utility assistance to the family of a participant if her family experiences economic distress. Such assistance and support can maintain their housing so that she may remain in the youth employment program.
- support groups for job seekers;

SHCS will also invest funds in two targeted education programs:

- SHCS' summer youth education program, the purpose of which is to fight poor academic outcomes and help students increase their attachment to school through academic work that bridges the summertime achievement gap and helps improve school performance;
- SHCS' English as a Second Language (ESL) class offerings, by creating two tracks:
 - A track that combines ESL with civic engagement and leadership training; and
 - A "prep" track that serves people who are semi- or illiterate in their native language. This component will hire an ESL curriculum consultant to develop this unique offering.

The project creates employment opportunities by hiring 3 FTE case managers, 1 FTE emergency assistance specialist and 8 summer youth educator positions (approximately 2 FTE over the contract term). It also creates 2 FTE case manager positions through subcontracts. In addition, it sustains economic growth by providing financial assistance and wraparound support to families of those preparing to enter the workforce permanently; the extra resources and services ensure they will overcome additional barriers that, without such support, could derail them from their progress and threaten them with unemployment.

3. Energy. The purpose of this project is to:

- reduce the energy consumption of low income households and aid in their path to self-sufficiency; and
- help train individuals for jobs that will lead to a career path in sustainable construction trade careers.

The services and activities of this project include:

- ensuring eligible individuals are enrolled in PG&E's CARES program which will reduce their energy rates by 20%;
- coordinating with local weatherization providers through PG&E's ratepayer funded Low Income Energy Efficiency program as well the Department of Energy's Weatherization program which provides income-qualified customers weatherization measures, water saving, and energy-efficient appliances, to reduce gas, water and electricity usage

This program will reach out to more than just the customers who come to SHCS for utility assistance. SHCS will invest ARRA funds in ¼ FTE Project Director, 1 FTE program manager, and ½ FTE researcher. In addition, 2 FTE outreach workers will be hired to reach residents who live in targeted areas of poverty by educating and enrolling new customers through direct mail, the web, community forums, and direct door-to-door neighborhood outreach.

The activities of the second component, training individuals for jobs, are:

- Working with partners in the community colleges, local employers and Workforce Investment Boards to create a career ladder for unemployed workers to learn skills necessary for the workplace, now and in the future.
- Creating an affordable certification program for energy auditors or home energy raters. These are technicians responsible for collecting, analyzing and validating energy usage in the field and preparing reports on a building or home's total energy profile.

According to Centers of Excellence (COE), this employment will increase by almost 50% in the next three years, an increase of nearly 1,500 jobs in the San Francisco Bay Area. This program will teach transferable skills that are most required by employers in this industry:

- The ability to communicate with customers, in writing and in person.
- Understanding of local and state energy efficiency requirements and incentives for new and existing buildings.
- General understanding of the mechanics and engineering of energy systems, including HVAC, lighting, and renewable energy systems.

This training program will be a first step in the career path ladder to the construction industry.

The impact of this investment will continue long past the ARRA funding period. Should SHCS ultimately administer weatherization programs for Santa Clara County, our organization would have in place a training module for front line staff who can evaluate “whole home performance.” Training workers on basic weatherization may be done in an on-the-job basis.

However, SHCS’ ultimate goal is to use the weatherization program as a launching pad for construction trades careers. A SHCS energy program will be a training ground for moving people from modest-wage low-skilled work such as insulation and weather-stripping to energy efficiency careers in the building industry that will lead anywhere from skilled laborers, contractors, project managers, architects and designers for whole home performance.

The project creates employment opportunities by hiring ¼ FTE Project Director, 1 FTE program manager, and ½ FTE researcher and 2 FTE outreach workers.

4. Asset Development. The purpose of this project is to increase the number of opportunities for low-income families to build assets and attain economic self-sufficiency.

SHCS will develop a partnership with Opportunity Fund, a Community Development Financial Institution serving the Bay Area and one of the state’s leaders in Individual Development Account (IDA) programs. SHCS will invest ARRA resources in order to provide the following services:

- provide education on financial literacy and small business development;
- establish Individual Development Accounts and a community lending pool; and
- create a cadre of volunteers trained specifically to help clients apply for the EITC.

In addition, SHCS will create employment opportunities by investing in the establishment of sustainable, employee-run microenterprise service cooperatives. SHCS will hire 1 FTE Program Director to develop two cooperatives that will start by creating 6 jobs during the next year and up to four times that number in the next 3 years. This component of the project will target immigrant women, because their limited English skills often prevent them from attaining other employment opportunities. The project will also maintain economic growth by ensuring program participants have access to all of SHCS’ other services, including ESL and other skill building and supportive services to ensure their retention in the microenterprise.

The project directly creates employment opportunities by hiring 1 FTE Project Director and supports the development of 6 part time positions for coop members. It also creates 1 FTE IDA program coordinator position through a subcontract to a qualified local provider.

5. Outreach and Leadership Development.

The goals of this project are:

- to reach out to the wider Santa Clara County community to inform them of the resources and opportunities for participation available to them through Community Action;
- to develop the leadership capacity of community members to understand and respond to the causes and impacts of poverty in a local context; and
- to change social norms and beliefs among community members of all income levels about poverty and the people impacted by it.

The project will consist of the following activities:

- Outreach and education to local congregations and civic organizations to increase their involvement in poverty reduction issues;
- Neighborhood needs and asset mapping;
- Joining with other organizations and coalitions to lead a community dialogue on child poverty.

SHCS will invest ARRA funds and create employment opportunities by hiring 4 FTE outreach positions and a ½ FTE researcher in order to perform outreach to low-income community members, local congregations and other civic organizations, conduct research, and develop grassroots leadership in order to build momentum among the entire community to effect the systemic changes necessary to reduce poverty.

6. Communications. The goal of this project is to promote the impact of ARRA in Silicon Valley to the public and policy makers, highlighting innovations in the fight against poverty. The project will use mainstream press, alternative media, internet tools and social networking media to reach the broadest audience possible.

SHCS will invest ARRA funds and create employment opportunities by hiring 1 FTE Reporter and 4 part time interns (equivalent to approximately 1 FTE). SHCS expects to target displaced local print journalists and community college journalism students for the positions.

B. Provide a description of the service delivery system for ARRA projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

All ARRA projects will be provided by Sacred Heart Community Service in collaboration with other public and private service providers located throughout Santa Clara County to ensure efficiency, avoid duplication of efforts, and promote geographic distribution of services throughout the county. SHCS is among the most comprehensive and respected service providers in Santa Clara County, operating in collaboration with a considerable array of public and non-governmental organizations. Annually SHCS serves over 30,000 unduplicated individuals and serves as a welcome focal point for community resource referrals and information exchange. Given the opportunity presented with ARRA, SHCS actively researched a multitude of program concepts and –after considerable Board deliberation– ultimately focused on cultivating several key partnerships in five areas of service delivery: workforce development, emergency financial support, asset development/financial literacy, neighborhood leadership development, and energy. In each area, key partners have helped shape SHCS’ priorities.

SHCS convened a stimulus planning meeting with the nationally recognized NOVA Workforce Board, the Santa Clara County Social Services Agency and County Executive’s Office, the Housing Authority of the County of Santa Clara, Santa Clara Adult Education, Foothill / De Anza Community College District along with private employers. Among the concepts to come out of these discussions was a recognition of the complementary role of CSBG to support participants in job training, or subsidized employment, through emergency financial support and wrap around services, thus leveraging WIA ARRA funds, HUD ARRA Homelessness Prevention Funds, and local private and foundation dollars.

SHCS’ active leadership in the countywide EAN has lead to some focused strategies for both short-term and sustained efforts to integrate and improve systems for the provision of financial and family support programs including the development and enhancement of HMIS, intake and assessment systems navigation efforts, case management and tools, and integration with County mainstream services, including leadership in public benefits enrollment. SHCS is also working to coordinate distribution and oversight of HUD ARRA Homelessness Prevention assistance resources countywide.

Among the most respected organizations in the field of financial asset development targeting working poor families is the award winning Opportunity Fund (OF), based in San Jose. As a leader in the field of microenterprise, community lending, and financial literacy, OF has lead or nurtured the development of key partnerships to help low-income families join the financial mainstream. They have offered to help SHCS develop its capacity to provide and access IDA and community lending programs to our client base. OF and SHCS also see opportunities to expand the availability of these resources more widely in the county.

Responding to the needs of distressed, high poverty neighborhoods has been the focus of program innovation nationally for many years and SHCS has been researching best practices for planning and implementing such integrated placed-based strategies. One recent effort in Santa Clara County was the Mayfair Improvement Initiative (MII) –originally funded by the William and Flora Hewlett Foundation in 1996– which brought together key community, philanthropic, and government leadership to define an action plan for one marginalized immigrant neighborhood. The organization that it spawned, *Somos Mayfair*, continues to develop strong grassroots leadership, innovative support systems, and resident driven planning in their community. SHCS hopes to partner with Somos Mayfair to learn from their

challenges and successes and seek opportunities to facilitate planning for similar place based initiatives in high poverty communities in Santa Clara County.

With considerable attention and new public investments in the fields of energy efficiency and economic development, the opportunity for developing new partnerships to ensure low-income communities are able to be part of these emerging areas has never been more critical. SHCS sits at the crossroads with several longstanding allies and partners whose expertise is relevant to the next generation of work including:

- EAN agencies, serving clients in need of emergency utility assistance countywide;
- The Santa Clara and San Benito County Building and Construction Trades Council, seeking recruits for it apprenticeship ranks and opportunities for economic development that will stimulate construction jobs;
- The WIA system, seeking viable training partners and career pathways for jobseekers;
- Grassroots organizers, seeking economic opportunity for low-income communities; and
- Local public agencies seeking partners to reduce poverty and homelessness.

SHCS is positioned to help bring these partners together to develop an efficient and integrated program that will help bring the benefits of energy efficiency and economic opportunity to low-income households.

C. Describe how your agency will use ARRA funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

Short-Term Impact:

All of SHCS' ARRA-funded projects meet short-term employment needs of individuals or families through the number of individuals hired to fill FTE positions to implement the projects. Additionally, two ARRA projects serve short-term economic needs of individuals and families:

- **Individual/Family Support:** expanded and increased funds for emergency assistance, housing location and placement, and case management provide financial relief and support to families in need; and
- **Systems Navigation:** the enhanced ability to link program participants to public benefits and tax credits connects low-income families and individuals to the income supports for which they are eligible.

Long-Term Impact:

Additionally, because all of the ARRA projects are designed to include innovations for efficiencies and change the way we, as a community support system, do business, or add new critical components in order to increase the depth and breadth of services offered across the county, they have long-term impacts on the economic needs of the individuals and families served and for the community as a whole.

The following ARRA projects specifically contribute to the long-term needs of participating individuals and families:

- a. **Energy:** by training individuals for jobs that will lead to a career path in sustainable construction trade jobs, by ensuring eligible individuals are enrolled in PG&E's CARES program which will reduce their energy rates by 20%, and by coordinating with local weatherization providers through PG&E's ratepayer funded Low Income Energy Efficiency program as well as the Department of Energy's Weatherization program.
- b. **Individual/Family Support:** by providing participants in other ARRA self-sufficiency programs with deeper, comprehensive services and "wraparound" support to help achieve and maintain self-sufficiency, we ensure they will overcome any additional barriers that, without such support, could derail them from their progress and threaten them with unemployment.
- c. **Asset Development:** by directly providing the creation of employment opportunities through the development of microenterprise service cooperatives and access to wealth-building tools, such as Individual Development Accounts and microenterprise loans from a community lending pool.

The following project has long term impacts on employment and/or economic needs of the community:

- a. **Outreach & Leadership Development.** This project is designed to increase the visibility of existing systems and create changes in mainstream systems that currently contribute to or fail to alleviate poverty, and to change the community's social norms in its treatment of - or lack of attention to - poverty and the people impacted by it.

D. Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management, and follow up consultations.

All of our proposed ARRA projects have key partnerships and linkages that are designed to fill gaps in services, in order to maximize the impact of existing or new resources, particularly those in other ARRA sectors, such as Department of Labor funds to Workforce Investment Boards.

1. Systems Navigation. This project will develop stronger linkages with **other EAN organizations** across the county by working with them to the expand their usage of ServicePoint, our countywide shared HMIS database, and increasing all of our capacities to serve customers with an automated benefits enrollment tool integrated with a self-sufficiency calculator. This project will involve strong partnerships with the **Santa Clara County Social Services Agency** and **Community Technology Alliance**, our county's ServicePoint administrative agency.

The project fills gaps by providing assistance with benefits enrollment at multiple entry points more convenient to those who need them, and by providing the ability to keep copies of original applications in order to follow up on those that hit snags in the application process. In addition, it strengthens a foundational network for the development of a deeper information, referral, and case coordination system throughout the county.

2. Energy. In order to help residents lower their energy consumption and reduce their energy bills, this project involves key linkages with our local energy provider, **Pacific Gas and Electric (PG&E)**. For the employment training and development component, we will develop key partnerships with the **City of San Jose**, our local Workforce Investment Boards: **Work2future** and **NOVA**, **DeAnza-Foothill**, **San Jose-Evergreen** and **West Valley-Mission Community College Districts**, **Silicon Valley Power**, **Community Action Agency of San Mateo**, and **Bo Enterprises**.

3. Individual and Family Support. As described in answer A, this particular ARRA project is specifically designed to fill gaps in other ARRA projects provided by other federal agencies. We will be working with other ARRA funded projects, such as **our local Workforce Investment Boards**, and **our local jurisdictions** that received HPRP funds in order to identify gaps and use this project to fill gaps caused by limitations in eligible expenses to achieve the overall goals of their projects and to increase the likelihood of attainment of long-term self-sufficiency with these short term dollars.

4. Asset Development. This project will create partnerships with **Opportunity Fund** the leading provider of our county's IDA programs, and institute strong referral protocols. In addition, we will work with **VITA** to train our volunteers for filing EITC. Finally, we will have a strong partnership with **WAGES** in order to achieve the goals for the microenterprise service cooperatives.

5. Outreach and Leadership Development. In the leadership development and training of local leaders, this project involves churches and civic organizations. In addition, we will work closely with **People Acting in Community Together (PACT)**, **Somos Mayfair**, **Council of Churches**, **Working Partnerships USA** and others in order to fill gaps in research and ensure outreach to all income levels in the community.

We hope to have an impact on gaps in services caused through mainstream system flaws and land use decisions that have negatively impacted neighborhoods. Though we will be working countywide, local

leadership developed through our community organizing and outreach will work on issues of concern in their respective neighborhoods.

E. Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

We are in the process of leveraging these stimulus dollars to avoid doing “more of the same” and instead implement new approaches that can be sustained over the long term by changes in policies and practice that avoid duplication and supplanting.

In addition, we are coordinating with other agencies to access City of San Jose HPRP, County of Santa Clara and State of California HPRP to develop strong applications for basic assistance dollars for rental assistance during this stimulus funding period.

Finally, while we develop these new services that we expect to be more effective and have favorable short and long term outcomes, we are working with Silicon Valley Community Foundation and other foundations to develop funding streams to sustain these new developments.

F. Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes, food, housing, health services and employment-related services and activities.

SHCS will invest ARRA funds in three projects specific to supporting innovative community and neighborhood-based initiatives, promoting the efficient and effective distribution of food, housing and health services to those who are eligible for them and work to increase employment opportunities. These projects are **Energy, Asset Development** and **Community Leadership Development and Outreach**, described in answer A above.

G. Provide a description of the community-needs assessment (which may be coordinated with the community-needs assessments conducted for other programs).

As part of the planning process for developing its ARRA projects, SHCS conducted outreach to the community to learn about current needs and trends in the changing economy and solicit ideas and solutions. SHCS gathered input, ideas, and feedback through individual and group discussions with low-income community members, SHCS volunteers and staff, and a wide range of community partners, including community leaders, social service providers, and local government. This process helped identify changing local needs and resources in the midst of economic uncertainty and also facilitated planning with other local service providers to avoid duplication of services and promote coordination of activities to be provided through multiple sources of ARRA funds.

In addition, SHCS is in the midst of conducting a community needs assessment to inform its Community Action Plan for 2010-2011. This process involves public listening groups, interviews with local informants, a survey, and a review of relevant research and information regarding local needs, resources, gaps, and trends. The information gathered through this process, which will be completed by June 30, 2009, will feed into the implementation of ARRA projects.

H. Provide a description of the service delivery system for the benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and listing of sub-grantees providing the services and service areas.

Sacred Heart Community Service, will work with the Insight Center to integrate the automated benefits enrollment component with the self-sufficiency calculator, and the Santa Clara County Social Services Agency to facilitate benefits enrollment outside of their designated offices.

The self-sufficiency calculator will incorporate the process of identification of eligibility for specific benefits into the basic intake and assessment process. With the automated benefits enrollment tool integrated into the assessment tool, the case manager or intake worker will have the ability to complete and either submit electronically (if applicable) or produce hard copies for mailing all applicable and appropriate benefits enrollment forms.

In order to ensure countywide reach of this exciting, convenient and efficient service, the following organizations will identify and enroll eligible individuals in Federal, State and local benefit programs in their designated areas:

InnVision the Way Home:

Opportunity Center – Palo Alto

Georgia Travis Center – parts of San Jose, Santa Clara, and Milpitas

Community Services Agency of Mountain View – Mountain View, Los Altos, Los Altos Hills

Sunnyvale Community Services – Sunnyvale

West Side Community Services Agency – Cupertino, Los Gatos, Monte Sereno, Saratoga

St. Joseph Community Center – Gilroy, Morgan Hill, San Martín

Sacred Heart Community Service – parts of San Jose, Campbell

J. Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

As described in Section A above, SHCS has developed a project focused on communications and community education regarding ARRA services and outcomes in Santa Clara County. The goal of this project is to promote the impact of ARRA in Silicon Valley to the public and policy makers, highlighting innovations in the fight against poverty. The project will use mainstream press, alternative media, internet tools and social networking media to reach the broadest audience possible. This project will ensure the community is aware of available services funded by ARRA, and it will also tell the stories of the positive local impacts of economic stimulus funding in Santa Clara County.

Section VII – Energy Coordination

A. Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

SHCS presently provides one-time energy assistance to individuals who need help paying their utility bills. This is an important service, but will be augmented, through ARRA funds, to include education and resources for these customers to reduce their overall energy consumption, ultimately saving them money.

SHCS is working with the Community Action Agency of San Mateo (CAASM), Santa Clara County's local LIHEAP and Weatherization provider, to implement an efficient process for mutual referrals between the two agencies. The goal is to connect low-income families accessing services at SHCS to additional support through CAASM's energy programs, and families or individuals receiving energy assistance at CAASM will be connected to the wide range of additional resources and services available through SHCS.

B. Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

SHCS intends to work with CAASM to develop pathways for SHCS customers who receive appropriate employment training to be placed into jobs in CAASM's energy programs.

Research conducted by Centers of Excellence (COE), a workforce development think tank, indicates that energy efficiency occupations will be a significant growth area in the Bay Area over the next three years. Taking advantage of the above mentioned programs, SHCS can serve two purposes, reducing the energy consumption of low income households and aiding in their path to self-sufficiency, as well as helping train individuals for jobs that will lead to a career path in sustainable construction trade jobs.

Working with partners in the community colleges, employers and workforce investment boards, SHCS can create a career ladder for unemployed workers to learn these skills that are needed in the workplace, now and in the future.

A first step for SHCS is to help create an affordable certification program for energy auditors or home energy raters. These are technicians responsible for collecting, analyzing and validating energy usage in the field and preparing reports on a building or home's total energy profile. According to COE, this employment will increase by almost 50% in the next three years, an increase of nearly 1,500 jobs.

It is essential that this program teach transferable skills that are most required by employers in this industry:

1. The ability to communicate with customers, in writing and in person.

2. Understanding of local and state energy efficiency requirements and incentives for new and existing buildings.
3. General understanding of the mechanics and engineering of energy systems, including HVAC, lighting, and renewable energy systems.

This training program would be a first step in the career path ladder to the construction industry. Should SHCS ultimately administer weatherization programs for Santa Clara County, our organization would have in place a training module for front line staff who can evaluate whole home performance. Training workers on basic weatherization may be done in an on-the-job basis. However, our ultimate goal is to use the weatherization program as a launching pad for construction trades careers.

A SHCS weatherization program would be a training ground for moving people from low wage low skilled work such as caulking and weather-stripping to energy efficiency careers in the building industry that would lead anywhere from skilled laborers, contractors, project managers, architects and designers for whole home performance.

Community Partners: City of San Jose, NOVA, Work2future, Foothill-DeAnza, San Jose Evergreen and West Valley-Mission Community College Districts. PG&E, Silicon Valley Power, Community Action Agency of San Mateo, Bo Enterprises, Santa Clara and San Benito Counties Building and Construction Trades Council, Working Partnerships USA.

**Feed the hungry...
Clothe the Needy...
Welcome the Stranger...**

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Sacred Heart Community Service

Stands for Family and Children on May 19th

Sacred Heart Community Service supports children and healthy families, and has come out against Proposition 1D for the May 19 special election.

PROP 1D HURTS OUR CHILDREN Vote May 19th



Please help us spread the word by posting this [flyer](#), [Proposition 1D hurts our children](#). You can also download a [Spanish version](#) of the flyer [here](#).

[Please download and read this story about how Proposition 1D affects the families in our community.](#)

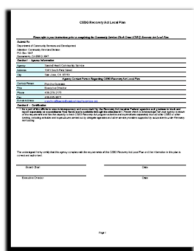


Step Up Silicon Valley: the Campaign to Cut Poverty in Santa Clara County is a community-based initiative that includes community-based organizations, the public sector, faith communities and businesses, and is part of the national Campaign to Reduce Poverty in America.



Sacred Heart Community Service seeks funding from the **COMMUNITY SERVICES BLOCK GRANT AMERICAN RECOVERY AND REINVESTMENT ACT [AKA Federal Stimulus]**

to download a .pdf of SHCS' Local Recovery Act Plan to the State Department of Community Services and Development [click here:](#)



SHCS Proposal to the will be submitted to the State on Monday, May 11, 2009. For any questions, or feedback please contact [Poncho Guevara](#)

How You can help us help others

Cash Gift - your tax deductible gift helps us purchase needed items.
[More info: 408-278-2179](#)

Donations - help fill our critical needs: food, blankets, new socks & underwear, and baby diapers (sizes 4, 5, 6).
[More info: 408-278-2188](#)

Drives - organize a group to secure donations for our programs.
[More info: 408-278-2168](#)

Volunteer - give of your time and make a difference in the lives of families in need.
[More info 408-278-2171](#)



Your time Can Really Make a Difference

Regular weekly volunteers are essential to running our agency. Volunteering one shift per week makes a difference. Help by sorting food donations, packing family and homeless food bags, distributing groceries and produce, or sorting and hanging clothing donations, helping students, young and old, working at a computer, all while providing service to the customers with dignity, compassion and respect.

There are many other shifts available during the hours of 9:00am – 8:30pm Monday through Friday and Saturday 9:00am - Noon.

We have an ongoing critical need for regular adult volunteers to help in Louise's Pantry and Gracie's Clothes Closet, especially between the hours of noon and 3pm Monday through Friday.

We accept adult volunteers, youth volunteers, volunteer groups, and children accompanied by an adult chaperone.

Call our Volunteer Office at 408 278-2171 or send an email to the volunteer office by clicking [HERE](#).

